



# City of Seattle

## CIVIL SERVICE COMMISSIONS

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### Public Safety Civil Service Commission

Commission Chair Terrence Carroll  
Commissioner Christian M. Halliburton  
Commissioner Joel A. Nark

**April 20, 2012**  
**Public Safety Civil Service Commission**  
**Meeting Minutes**  
**APPROVED MAY 18, 2012**

**Call to Order:** Commission Chair Carroll called the Public Safety Civil Service Commission monthly Meeting to order at 10:00 a.m. The meeting was in Suite 1679 of the Seattle Municipal Tower, 700 Fifth Avenue, Seattle, Washington 98104.

#### **In Attendance:**

Commission Chair Terrence Carroll  
Commissioner Christian Halliburton  
Gary Smith, Assistant City Attorney  
Jennifer A. Greenlee, Executive Director  
Teresa R. Jacobs, Administrative Staff Assistant  
Pam Inch, Personnel

#### **Not in Attendance:**

Commissioner Joel Nark  
Jeff Slayton, Assistant City Attorney

#### **1. Approval of Minutes:**

**March 26, 2012:** Commissioner Halliburton moved to approve the minutes as written. Commissioner Carroll seconded the motion. The minutes were approved and signed.

#### **2. Commissioner Ethics:** Wayne Barnett, Seattle Ethics and Elections Executive Director gave the Commission an overview on the Code of Ethics for City employees and volunteers that serve on City Boards and Commissions.

#### **3. Monthly Case Status Report/Appeals Update:**

- **Eric Werner v. SPD Remand:** Ms. Greenlee updated the Commission on the status of the order from the Commission upholding Mr. Werner's termination. The majority opinion has been drafted and Commissioner Nark is working on his dissent.
- **Schmidt v. SPD:** Ms. Greenlee stated the jurisdictional issues of Mr. Schmidt's appeal will be addressed in prehearing. Oral arguments are scheduled for June 21.

4. **Budget:** Ms. Greenlee notified the Commission that the new org has been created and the funds are now combined and loaded in Summit. At 25% through the year the budget is currently at 27%.

5. **Old Business/New Business:**

**Summer Intern:** Ms. Greenlee updated the Commission on the hiring of an intern for the summer. Ms. Greenlee will conduct interviews the week of April 23<sup>rd</sup>. Ms. Greenlee also stated a Budget Issue Paper (BIP) will be submitted for the .6 Administrative Assistant position.

**Joint Meeting of the Commissions:** Ms. Greenlee proposed a joint meeting between the PSCSC and CSC be held in June and November. November would allow both Commissions to work jointly on Ms. Greenlee's Performance Review and Merit Leave. The Commission agreed to hold a meeting in June. Ms. Greenlee will send a notice to Commissioner's when a date has been selected.

**Addition to the Agenda:** Commission Chair Carroll suggested an "Executive Director's Report" added to the agenda for Ms. Greenlee to update the Commission on a range of issues.

**PSCSC Rules of Practice and Procedure:** Ms. Greenlee gave an update on the rules revisions that will be submitted by the exams analysts working with the Police and Fire HR departments. Ms. Inch, suggested August as the target month to submit due to scheduled exams, and to allow further research for the issue of Veteran's Preference. Ms. Inch and Ms. Greenlee will work together on the Veteran's Preference issue.

**Adjournment:** All other business before the Commission having been considered, the meeting was adjourned at 10:35 a.m.

Respectfully Submitted By:

/s/ Teresa R. Jacobs 5/18/2012

/s/ Terry A. Carroll 5/18/2012

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Teresa R. Jacobs  
Administrative Staff Assis

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Terry A. Carroll  
Commission Chair

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Date: